

THE WOODLANDS TOWNSHIP

BOARD OF DIRECTORS

WORKSHOP MEETING

AUGUST 19, 2010

MINUTES

THE STATE OF TEXAS §

COUNTIES OF HARRIS & MONTGOMERY §

The Board of Directors of The Woodlands Township met in regular session, open to the public, on August 19, 2010, posted to begin at 7:30 a.m. The meeting was held in the Meeting Room at the Office of The Woodlands Township, Board Chambers, 10001 Woodloch Forest Drive, Suite 600, The Woodlands, Texas, within the boundaries of The Woodlands Township.

DIRECTORS PRESENT: Chairman Tough, Vice Chairman Lloyd Matthews, Secretary Claude Hunter, Treasurer Ed Robb, Director Nelda Blair, Director Tom Campbell and Director Peggy Hausman

DIRECTORS ABSENT: None

STAFF/ADVISORS: Don Norrell, President/General Manager, John Powers, Assistant General Manager Community Services, Monique Sharp, Assistant General Manager of Finance & Administration, Fire Chief Alan Benson, Susan Welbes, Director of Human Resources, Nick Wolda, Director of Community Relations/CVB, President, Miles McKinney, Legislative Affairs & Transportation Manager, Mary Connell, Manager of Community Relations, and Mike Page, Legal Counsel

CALL TO ORDER:

Chairman Tough called the meeting to order at 7:30 a.m. and declared that notice of this meeting was posted 72 hours in advance at the Courthouses of Montgomery and Harris Counties and inside the boundaries of The Woodlands Township at the office building located at 10001 Woodloch Forest Drive, Suite 600, The Woodlands, Texas. As there was a quorum of members present, the Board proceeded to conduct business regarding the following matters.

CONSIDER AND ACT UPON ADOPTION OF MEETING AGENDA:

Chairman Tough called for a motion and second to adopt the agenda.

MOTION: Motion by Secretary Hunter; second by Treasurer Robb

VOTE: **Ayes:** Chairman Tough

Board of Directors
Workshop Meeting
August 19, 2010

Vice Chairman Matthews
Secretary Hunter
Treasurer Robb
Director Blair
Director Campbell
Director Hausman

Nays: None

Absent: None

ACTION: Motion passed unanimously.

RECOGNIZE PUBLIC OFFICIALS:

There were no public officials in attendance.

PUBLIC COMMENT:

There was no public comment.

RECEIVE AND CONSIDER THE POTENTIAL CONSENT AGENDA:

(This agenda consists of non-controversial or "housekeeping" items required by law that will be placed on the Consent Agenda at the next Board Meeting and may be voted on with one motion. Items may be moved from the Consent Agenda to the Regular Agenda by any Board Member making such request.)

Receive and consider approval of the minutes of the July 21, 2010 Budget Workshop, July 22, 2010 Regular Workshop Meeting, July 27, 2010 Budget Workshop, July 28, 2010 Regular Board Meeting, July 28, 2010 Town Hall Meeting, July 29, 2010 Budget Workshop, July 30, 2010 Budget Workshop, and August 2, 2010 Budget Workshop of the Board of Directors of The Woodlands Township;

Chairman Tough asked the Board to review the minutes in preparation of the August 25, 2010 regular Board of Directors meeting. Secretary Hunter asked that the term "egg crate", used in Motion #12 of the July 30, 2010 Board Workshop minutes, be clarified. Changes to the minutes will be made and this item will be brought forward to the regular Board meeting for approval.

Receive and consider an award of bid for the park and pathway maintenance contracts;

John Powers provided a detailed summary of this item with a recommendation that the Board of Directors award the bid for park and pathway maintenance services to BIO Landscape & Maintenance, Inc. and authorize the President/General Manager to execute a contract for the services to include an initial three year term and two options to extend the contract for one year periods; authorize up to seven percent of the annual contract amount for additional staff resources or contracted services to supervise and manage the performance of the contractor. This item will be brought forward to the regular Board meeting for approval.

Receive and consider an award of bid for waste collection consulting services;

John Powers presented a summary of this item with a recommendation that the Board of Directors accept the proposal from RW Beck for solid waste consulting services and authorize the President/General Manager to execute a professional services agreement. This item will be brought forward to the regular Board meeting for approval.

Receive and consider approval of a Memorandum of Understanding with Sequoia Golf Woodlands LLC for maintenance of Restricted Open Space Reserve "A", out of the Village of Cochran's Crossing, Section 56;

John Powers informed the Board that Sequoia Golf gave notice on August 18, 2010 that they were no longer interested in executing this agreement. *This item will not be placed on the August 25, 2010 Consent Agenda.*

Receive and consider approval of a Facilities Easement Agreement with Southwestern Bell Telephone Company in Section 42 of the Village of Sterling Ridge, Restricted Open Space Reserve "B";

John Powers presented a summary of this item with a recommendation that the Board of Directors approve the Facilities Easement Agreement with Southwestern Bell Telephone for Section 42 of the Village of Sterling Ridge, ROSR B and authorize the President/General Manager to execute the agreement. This item will be brought forward to the regular Board meeting for approval.

Receive and consider approval of a Memorandum of Understanding with the Houston-Galveston Area Council to provide monthly reports on the trolley usage for the purpose of qualifying for the Clean Air Champion Program;

Miles McKinney presented a summary of this item with a recommendation that the Board of Directors authorize the President/General Manager to execute an agreement, on behalf of The Woodlands Township, with Houston-Galveston Area Council (H-GAC) to provide trolley service information to H-GAC on a monthly basis. This item will be brought forward to the regular Board meeting for approval.

BRIEFINGS:

There were no briefings.

POTENTIAL REGULAR AGENDA:

This agenda consists of items that will be placed on the Regular Agenda at the next Board of Directors' Meeting.

Receive and consider a recommendation from the Public Facilities Administration Committee regarding a proposal to heat Creekwood Swimming Pool;

John Powers presented a summary of this item with a recommendation from the Public Facilities Administration Committee that the Board of Directors approve the concept of the proposed Park Use Agreement and authorize the President/General Manager to execute this agreement with The Woodlands Swim Team provided the terms and conditions of the agreement fully satisfy any concerns of the Committee and Board of Directors. This item will be brought forward to the regular Board meeting for approval.

Receive and consider a recommendation from the Public Facilities Administration Committee regarding the issuance of permits for the Designated Public Space Vending Program;

John Powers presented a summary of this item with a recommendation from the Public Facilities Administration Committee that the Board of Directors approve revisions to the Stationary Designated Public Space Vending Program and the adoption of the Mobile Public Space Vending Permit Program. This item will be brought forward to the regular Board meeting for approval.

Receive and consider approval of a proposal for The Woodlands Township to assume the operating and maintenance responsibilities for Lake Woodlands and the dam, beginning with the 2011 operating budget;

John Powers presented a summary of this item with a recommendation that the Board of Directors approve the concept proposal and authorize the President/General Manager to return to the Board in September with a finalized agreement for consideration. This item will be brought forward to the regular Board meeting for approval.

Note: Director Blair left the meeting during discussion of the above item.

Receive and consider authorizing payment of The Woodlands Township's pro rata share of indebtedness allocable to territory excluded from Montgomery County Emergency Services District No. 10;

Monique Sharp presented a summary of this item with a recommendation that the Board of Directors authorize a payment to Montgomery County Emergency Services District #10 in the amount of \$663,248.72 pursuant to Resolution No. 026-09 adopted by The Woodlands Township Board of Directors on December 16, 2009. This item will be brought forward to the regular Board meeting for approval.

Receive and consider a First Amendment to the Facilities Use Agreement with Lone Star College for The Woodlands Emergency Training Center;

Chief Windham presented a summary of this item with a recommendation that the Board of Directors approve the terms and conditions of the first amendment to the Facility Use Agreement between The Woodlands Township, The Woodlands Fire Department and Lone Star College-Montgomery and authorize The Woodlands Township President/General Manager to execute the first amendment to the Facilities Use Agreement. This item will be brought forward to the regular Board meeting for approval.

Receive and consider a report regarding the status of refunding of The Woodlands Township's outstanding Sales and Use Tax and hotel Occupancy Tax Bonds, Series 2001;

This item will be discussed at the August 25, 2010 Board of Directors' meeting.

Receive and consider a recommendation from the Audit Committee regarding acceptance of the 2009 Audit Reports;

This item will be discussed at the August 25, 2010 Board of Directors' meeting.

Receive and consider adoption of the 2011 Operating Budget for The Woodlands Township;

This item will be discussed at the August 25, 2010 Board of Directors' meeting.

Receive and consider amending the hotel occupancy tax order to include provisions for supplemental hotel occupancy tax collections to begin January 1, 2011;

This item will be discussed at the August 25, 2010 Board of Directors' meeting.

Receive and consider adoption of a policy/order to include provisions for event admissions tax collections beginning January 1, 2011;

This item will be discussed at the August 25, 2010 Board of Directors' meeting.

Discussion of Committee System of The Woodlands Township;

Chairman Tough requested that this item be referred to the Governance Committee for further discussion.

CLOSED MEETING (if applicable):

Recess to Executive Session to discuss matters relating to real property pursuant to §551.072, Texas Government Code; deliberation of economic development negotiations pursuant to §551.087, Texas Government Code; discuss personnel matters pursuant to §551.074, Texas Government Code; and to consult with The Woodlands Township's attorney concerning pending litigation pursuant to §551.071, Texas Government Code;

There was no need for Executive Session.

ADMINISTRATIVE REPORTS:

Community Services: presented by John Powers

- Fall Home & Garden Show-August 28-29; general Township information and educational materials will be available to the public at staff supported booths
- Community Involvement Day- September 18 at High Oaks Park in the Village of Grogan's Mill
- "Watch Talk Wednesday" will be held August 25 with a presentation on Social Networking
- Good Neighbor Day-August 21, 2010 in College Park/Harpers Landing on Prairie Dawn Circle
- Post Season Pool Schedule begins August 23
- Water Wall at Waterway Square Fountains will be under repair after Labor Day
- Walk in the Woodlands Nature Lecture Series continues through September 9 at 7:30 p.m. at McCullough Junior High
- New traffic signal at Woodlands Parkway and Terramont Drive-operational in next 30 days
- 2011 Memorial Hermann Ironman Texas sold out on July 24
- Office Closed on Labor Day; Riva Row Boat House will operate on regular hours

Community Policing: no report

The Woodlands Fire Department: presented by Chief Benson

- Filing for closure on the ground water mitigation matter
- Status report on the construction of Fire Station #7- finalizing DRC recommendations related to roofing material
- Status report on the construction of Fire Station #8-ready to go
- Sheriff's Office and Fire Department have prepared the Emergency Operation Center in the event there is a need to use it as a command station
- Fifth Community Emergency Response Team Training (CERT) class
- Active week responding to fires attributed to thunderstorms in the area

The Woodlands Convention & Visitors Bureau: presented by Nick Wolda

- Update on Waterway Square Programming
- Update on Labor Day Week events-September 4-5
- October Fest-last weekend in September
- Lighting of the Doves, iWOW, and Ice Rink-November 20
- Virtual tours of The Woodlands-interactive tours for meeting planners

- Highlighted several groups coming to The Woodlands
- *Travel + Leisure* magazine named The Woodlands as one of coolest suburbs in America

Administration: presented by Don Norrell

- Provided information regarding a grant application that will be placed on the agenda for the August 25, 2010 regular Board meeting

DISCUSS FUTURE AGENDA/ANNOUNCEMENTS:

Consideration of items to be placed on the agenda for next month's meeting;

- Director Campbell requested a proposal on how the Township plans to capture revenue, expenses, loans, contracts and reimbursements from the operation of the water taxis. The Chair suggested that this item be combined with a report in September from the Ad Hoc Water Taxi Committee.

Board announcements; and

- Secretary Hunter reported that the Sheriff gave a presentation to the Hispanic Chamber and that the next Sheriff's Citizen Academy starts this evening.

Adjourn

As there was no further business to discuss, Chairman Tough called for a motion and second to adjourn the meeting at 9:44 a.m.

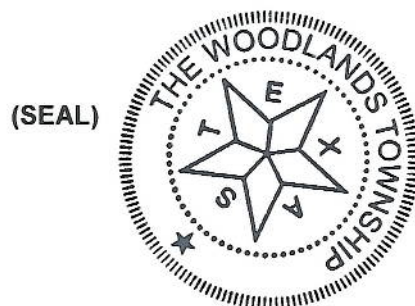
MOTION: Motion by Treasurer Robb; second by Secretary Hunter

VOTE: **Ayes:** Chairman Tough
 Vice Chairman Matthews
 Secretary Hunter
 Treasurer Robb
 Director Blair
 Director Campbell
 Director Hausman

Nays: None

Absent: None

ACTION: Motion passed unanimously.




 Claude Hunter
 Secretary, Board of Directors